



# MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC # 297-2005

## LETTER TO COMMISSION

TO: Mayor David Dermer and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager

DATE: December 1, 2005

SUBJECT: 2005 COMMISSION ORIENTATION HANDBOOK

Attached please find a copy of the 2005 Commission Orientation Handbook that was provided to Commissioner Jerry Libbin.

The purpose of this handbook is to provide an overview of the Administration, the City's policies and procedures as well as information regarding on-going projects.

If you have any questions or need any additional information, please contact me.

JMG/dm

F:\cmgr\ALL\LTC-05\2005 Commission Orientation Handbook.doc

CITY CLERK'S OFFICE

05 DEC - 1 PM 3:32

RECEIVED